



Bartender

Announcement # D-02310

Salary: \$10.44 per hour Series/Grade: NA 7405 04

Naval District Washington - Fleet and Family Readiness Program
Department of the Navy Non-Appropriated Funds

LOCATION: Gray's Landing Restaurant – Dahlgren, VA

OPENED: 23 March 2010

CLOSES: Open Continuous

AREA OF CONSIDERATION: ALL SOURCES

Flexible Position (0 – 40 hours per week)

TO APPLY: Download forms on <https://www.cnic.navy.mil/ndw/Jobs/OpenPositions/index.htm>

Submit required forms OF-612 AND OF-306 to: Fleet and Family Readiness Program, Attn: HR Office, 47402 Buse Road - Bldg. 467, Patuxent River, MD 20670. *A résumé may be included with the required forms, but NOT in place of the OF-612 and OF-306.*

DUTIES AND RESPONSIBILITIES:

Mixes and serves premixed alcoholic and nonalcoholic beverages from a full service bar. Serves liquor, soda, beer, and wine. Prepares alcoholic drinks by selecting proper premix and garnish. Prepares garnishes for mixed drinks. Receives payment and makes change and is accountable for cash fund. Assists in taking inventory and maintaining records. Keeps bar area clean and keeps area stocked properly at all times. Washes bar equipment, glassware, and utensils. May perform other sanitation duties within assigned work area as required. Performs other related duties as required.

MINIMUM QUALIFICATIONS:

Must be 21 years of age. Ability to read and comprehend the English language and write legibly. Skill in preparing beverages according to name request from guests. Ability to recognize intoxicated or unruly patrons and to resolve the problem or seek assistance, if needed. Knowledge of cash handling procedures.

SPECIAL REQUIREMENTS:

Must be able to stand for prolonged periods of time. Frequently lift items up to 20 pounds and occasionally lift items over 40 pounds.

Visit our web site:

<https://www.cnic.navy.mil/ndw/Jobs/OpenPositions/index.htm>

Note: All applicants must address the qualification requirements on your resume/application. If all required qualifications are not cited on your resume/application you will be disqualified

Some positions have special requirements. In these cases selection is tentative pending satisfactory completion of these requirements. Applicants may be required to provide proof of education, etc. All selections are contingent upon the obtaining of satisfactory employment reference checks.

As a condition of employment, the selected individual will be required to participate in the Direct Deposit/Electronic Fund Transfer program.

Spouses of active duty military members of the Armed Forces may receive preference in hiring under this announcement if they are among the best qualified referred and are within reach of selection. Please clearly identify in your application that you are asking for spouse preference and submit a copy of current PCS orders. **Failure to submit current PCS orders with application will prevent spousal preference from being granted.**

The Department of the Navy is an Equal Employment Opportunity Employer. All qualified candidates will receive consideration without regard to race, color, religion, sex, national origin, age, disability, marital status, political affiliation, sexual orientation, or any other non-merit factor.

The Department of the Navy provides reasonable accommodation to applicants with disabilities. Applicants with disabilities who believe they require reasonable accommodation should contact our Human Resource Office to ensure that the Department of the Navy can consider such requests. The decision to grant an accommodation will be made on a case by case basis.

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